

# CHICOPEE HOUSING AUTHORITY

Agenda for the

## REGULAR MEETING OF THE AUTHORITY

To be Held at

7 Valley View Court

**June 25, 2008**

**1. Roll call, Members of the Authority:**

Call to order at:

By:

Present:

Absent:

Chester Szetela  
Ruth Vanderlick  
Brian Hickey  
Charles Swider  
Bruce Socha

Also in attendance were the following: Secretary Monica Pacello Blazic, James P. Lynch, Modernization Coordinator Donald Dunn, Maintenance Operations Manager David Dymek, and Carmen Estrada, Recording Secretary.

- 2. Tenant Organization Input**
- 3. Reading of the Minutes of the Meeting**
- 4. Reading of the Correspondence.**
- 5. Payment of the Bills.**

A tabulation of those bills to be paid is contained in the Member's folders

- 6. Committee Reports.**

**7. OLD BUSINESS**

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A.

**8. NEW BUSINESS**

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- A. The staff has prepared a budget for the Federal for FY 2009 for approval by the Board of Directors. Budget materials are included in the Board package.

Resolution required for approval

- B. The Commonwealth of Massachusetts, Department of Housing & Community Development has approved the Operating Budget for July 1, 2008. A copy of the memo is attached.

Resolution required for approval

- C. The City of Chicopee, Public Library has submitted a purchase order for the sale of the 2005 Ford Focus station wagon to the City of Chicopee for \$7360.00. A copy of the purchase order is included in the Board package.

Resolution required for approval

- D. The Authority submits a contract for the Tenancy Preservation Project (TTP) and the Housing Authority to provide services to residents at risk to prevent them from losing the benefit of public housing. The contract term is from July 1, 2007 to June 30, 2009 and is in the amount of \$7500.00 per year not to exceed a total of \$15,000.00.

Resolution required for approval

- E. The Chicopee Housing Authority has received an invoice from the Tenancy Preservation Program for payment of services in the amount of \$34,767.00 for the period from May, 1 2008 to May 31, 2008. The invoice is enclosed in the board package.

Motion to Pay

- F. The Canterbury Arms Tenant Association submitted the Annual Financial Report for the expenditures of their funds in the amount of \$408.00 from July 1, 2007 to June 30, 2008.

Resolution for approval

- G. The Canterbury Arms Tenant Association submitted a proposed annual budget for expenditures planned for the year beginning July 1, 2008 to June 30, 2009.

Resolution for approval

- H. The firm J.D.L. Inc. has submitted a change order (#6) for their services to repair termite damage at Cabot Manor (AMP 8-1) in the amount of \$8691.91. There is a 15 day extension also included in this change order request.

Resolution for approval

I.  
J.  
K.  
L.  
M.  
N.  
O.  
P.  
Q.  
R.  
S.  
T.

- T. staff has submitted a Certificate of Substantial Completion form for the firm of Gardner Construction & Industrial Services, Inc for the Cabot Manor (AMP-1) concrete stair and handrail work on Plante Circle and Stonina Drive.

Resolution required for approval

- U. An invoice from Gardner Construction & Industrial Services Inc. in the amount of \$20,045.00 for the removal of the concrete steps and replacement of the handrails at Cabot Manor (AMP-1).

Motion to Pay

- V. The Chicopee Housing Authority received two proposals to conduct the Cabot Manor Summer Work Program and the Cabot Manor Summer Camp Program. One

was from Chicopee Boys& Girls Club and the other was from Valley Opportunity Council. The proposal tabulation is in your folders. The staff reviewed the proposals and found that the Valley Opportunity Council's proposal more closely meets the requirements of the summer programs. A report will be given.

Resolution required for approval

- W. An invoice was received from the Chicopee Boys and Girls Club for payment for the Cabot Manor After School Program in the amount of \$33,232.09. This request is within the terms of their contract.

Motion to Pay

## **ADJOURNMENT**

**The next REGULAR MEETING of the CHICOPEE HOUSING AUTHORITY  
will be held on June 25, 2008**